



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Kathleen Marquardt, Treasurer  
Putting People First Political Action Committee  
21 N. Last Chance Gulch, Suite 212  
Helena, MT 59624

AUG 24 1994

Identification Number: C00243584

Reference: July Quarterly Report (4/1/94-6/30/94)

Dear Ms. Marquardt:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Your report does not include a Schedule H1 to disclose the ratio for the allocation of administrative and generic voter drive costs. This ratio is determined at the beginning of each two-year election cycle. All shared administrative and generic voter drive costs incurred during the two-year cycle must be allocated according to this ratio, unless the federal account elects to pay a higher percentage of its cost. If your committee pays all administrative expenses from a federal account, then disclose administrative disbursements on Schedule B for Line 21(b) on the Detailed Summary Page. 11 CFR §106.5(b)(2), (d)(1), (d)(2) and 11 CFR §§104.10(b)(1)(ii)(B) and 106.6(c)

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,

Neil Evans  
Reports Analyst  
Reports Analysis Division

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